

EMERGENCY MANAGEMENT INSTITUTE

NATIONAL EMERGENCY TRAINING CENTER • EMMITSBURG, MD 21727



FEMA

Course: *E0276 Benefit-Cost Analysis: Entry-Level Training*

Course Dates:

April 22-24, 2014;
August 25-27, 2014

Travel Dates:

April 21 and April 25, 2014;
August 24 and August 28, 2014

Course Length:

This course is 2 1/2 days in length.

Location:

Emergency Management Institute (EMI)
National Emergency Training Center (NETC)
Emmitsburg, Maryland

Course Description:

This course is designed as an introduction to the fundamental concepts of benefit-cost analysis (BCA). Cost-effectiveness is a key criterion for determining whether or not a hazard mitigation project is eligible for funding. To assist in assessing cost-effectiveness, the Federal Emergency Management Agency (FEMA) has developed software modules and guidance for conducting BCA of proposed projects. This course applies to and is valid for all FEMA Hazard Mitigation Assistance grant programs.

Course Goals:

This course will cover basic BCA concepts, estimating hazard mitigation project costs, computing hazard mitigation project benefits and will help students to identify, gather, and analyze benefit-cost documentation required by FEMA. The course will include computer laboratory sessions with hands-on exercises using the basic versions of the riverine and coastal A-zone software modules. This course will not teach how to conduct level-two BCA.

Prerequisites:

Participants must have knowledge of mathematics (basic algebra and percentages) and computers (Windows and spreadsheet programs). Familiarity with basic mitigation terminology is recommended. Participants must complete the following online tutorials:

1. FIRM tutorial at http://www.fema.gov/media/fhm/firm/ot_firm.htm (30 Minutes)
2. FIS tutorial at http://www.fema.gov/media/fhm/fis/ot_fis.htm (40 Minutes)
3. IS-0276, Benefit-Cost Analysis Fundamentals

Continuing Education Units (CEU's):

The Emergency Management Institute (EMI) awards 1.5 CEUs for completion of this course.

Continuing Education Credits (CEC's):

The Association of State Floodplain Managers (ASFPM) awards 12 CECs (core) for completion of this course.

Target Audience:

Federal, State, tribal hazard mitigation staff, applicants/grantees, subapplicants/subgrantees, personnel who are involved in the grant application development process involved in conducting BC analyses may also apply.

To Apply:

Complete a FEMA Form 119-25-1, General Admissions Application, with student signature and signature of supervisor or sponsoring agency official/State Emergency Management Training Office. Submit the application no later than March 11, 2014 (for the April 22-24 course), and no later than July 14, 2014 (for the August 22-24 course). Mail, scan, or fax applications to:

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NETC Admissions Office (Room I-216)
National Emergency Training Center
16825 South Seton Avenue
Emmitsburg, MD 21727-8998
Phone: (301) 447-1035 Fax: (301) 447-1658
Email: netcadmissions@fema.dhs.gov

Scan the QR Code, or click the link to get information on how to apply for EMI courses:



<http://training.fema.gov/Apply/>

Note to RTMs and RPMs and STOs: The FEMA Form 119-25-1 must be received by NETC Admissions – no later than 6 weeks prior to the course start.

Application Review:

In order to be evaluated for admission into this course, block #16 on the application form must be completed. Please refer to the student selection criteria listed below and indicate how you meet the requirements based upon your position and experience.

Upon acceptance into the course, NETC Admissions will mail out an Acceptance Letter/Welcome Package outlining travel information, NETC shuttle services, lodging and other logistics. Scan the QR Code, or click the link for a PDF copy of the NETC Welcome Package online:



http://training.fema.gov/EMIWeb/downloads/NETC_Welcome_Package.pdf

Lodging is provided for course participants on the NETC campus. Participants staying overnight on campus are required to purchase a meal ticket for the duration of the training activity. Notify the NETC Transportation Office at least 2 weeks prior to the course date to reserve a seat. Call (301) 447-1048, ext. 1113, or email FEMA-netc-housing@fema.dhs.gov.

Travel Authorizations:

Funding for the training activity is being provided by IWMD for FEMA Employees. PFT and CORE employees must ensure their travel authorization (TA) is completed

through Concur Government Edition (CGE) Travel System for course offerings. RPM/IWMD will supply Reservists Travel Authorization information and deploy Reservists in A.D.D.

All Federal travelers must have an approved TA prior to travel. A copy of the TA must be presented upon arrival. No exceptions are made to the NETC policy.

Notice to Applicants for EMI courses:

Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number. This number will be used in place of the Social Security Number (SSN) on your application form. **The SSN is no longer required.**

How do I obtain my FEMA SID number?

- Step 1: To register, go to <https://cdp.dhs.gov/femasid>
- Step 2: Click on the “Need a FEMA SID” button on the right side of the screen.
- Step 3: Follow the instructions and provide the necessary information to create your account.
- Step 4: You will receive an email with your SID number. You should save this number in a secure location.

What do I do with this new SID number I have been assigned?

The SID number is used in place of the SSN on your General Admissions Application (FEMA Form 119-25-1).

EMI Point of Contact:

For additional information contact the course manager, Jordan T. Manos, P.E., S.E., PMP, at (301) 447-1356 or by email at: Jordan.Manos@fema.dhs.gov

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